



**CLARK COUNTY  
DEPARTMENT OF PARKS & RECREATION**

2601 E Sunset Road  
Las Vegas, NV 89120  
(702) 455-8200

[www.ClarkCountyNV.gov](http://www.ClarkCountyNV.gov)

**Part-Time Employment**

**For the position of: PROGRAM ASSISTANT; DAY CAMP**

**Location: Helen Meyer Community Center**

Contact Colleen Duffy, Recreation Specialist II

4525 New Forest Drive

Las Vegas, NV 89147

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**SALARY**

\$9.00 - \$12.00 Hourly

**OPENING DATE:** November 2, 2015

**CLOSING DATE:** Until Filled

**ABOUT THE POSITION:**

This position is for Program Assistants to work Day Camp at Helen Meyer Community Center. Day Camp takes place during Clark County School District Winter Break, Spring Break and Summer Break periods. You may apply to work either one or all of Day Camp periods. Program Assistants will be required to run activities for children 6-12 years of age. Activities will include: group games, arts and crafts, swimming, field trips, and camp songs.

Part-time employment will not lead to permanent employment. Part-time hourly employees are used to fill positions normally less than twenty (20) hours per week. Part-time employees do not receive benefits.

**# OF VACANCIES:** Five – Twelve

**MINIMUM REQUIRMENTS**

**Education and Experience:** High School graduate, 18 or older

**Preferred Qualifications:** Must have at least one year experience working with children between the ages of 6 years to 12 years.

**Licensing and Certification:** First Aid, CPR

**Working Conditions:** This position has 2 work shifts; morning and afternoon.

**Background Investigations:** Employment is contingent upon the results of a background investigation.

**APPLICATION PROCESS:**

Applications can be picked up at any Parks & Recreation facility or can be downloaded at <http://www.clarkcountynv.gov/Depts/parks/Documents/Employment/part-time-employment-application.pdf>

**Clark County Is An Equal Opportunity Employer**

